

Jonathan Matthew Russell

Washington, NC 27889 | (252) 622-5486 | jrussellecu@gmail.com | linkedin.com/in/jonathan-russell-citymanager/

City Manager

Results-driven and accomplished professional with extensive experience in overseeing city and municipal operations to strengthen efficiency. Well-versed in articulating and executing community-supported vision with a focus on nurturing credibility for the city government as well as promoting city values and quality growth. Skilled in proposing programs and services in line with emerging city needs and community service trends and resolving community conflicts to elevate quality of life and foster community engagement.

Highly personable, open-minded, and decisive leader with expertise in initiating positive change and instituting process improvements while implementing effective local government best practices. Recognized for tireless work ethic with excellent communication, collaboration, and problem-solving skills.

CORE COMPETENCIES

- City Operations Management
- Team Leadership & Guidance
- System Design & Deployment
- Grant Funding Acquisition
- Strategic Planning & Implementation
- Process Optimization Initiatives
- Finance Management & Budgeting
- Community Issues Resolution
- Policy Evaluation & Updating
- Operational Analysis & Oversight
- City & Economic Development
- Intergovernmental Relationships

PROFESSIONAL EXPERIENCE

City of Washington – Washington, NC

2018 to Present

City Manager

Ensure smooth running of processes by overseeing daily operations of municipal functions across 12 departments, 300 employees, and annual operating budget of \$115M. Create and implement robust policies and plans to ascertain efficient delivery of city services while complying with applicable laws and regulations governing city operations.

- Developed and presented policy recommendations for adoption of robust body action.
- Oversaw all aspects of streetscape improvement project worth \$4M in harbor district; served as a catalyst for significant private sector development.
- Secured \$20M in appropriations for revamping municipal airport and supporting economic development by liaising with state legislators.
- Constructed a new 17K sq. ft. police department in alliance with staff members, resulting in elevating service delivery and community perception.
- Facilitated stormwater enhancement within the assigned medical district by acquiring \$3M grant funding in collaboration with Golden Leaf Foundation.
- Earned recognition as Small Town of the Year 2019 from the North Carolina Rural Center based on successful economic development initiatives and collaborative efforts throughout the community.

Town of Elm City – Elm City, NC

2010 to 2018

Town Administrator

Assisted the board in achieving objectives and represented the values of council regarding economic, community, environmental, tourism, and intergovernmental concerns as General Manager of the town government under the direction of the Town Council. Served as Personnel Officer, Finance Officer, Purchasing Officer, Grants Coordinator, and Zoning Administrator. Developed and substantiated policy recommendations for governing body action and serving town's representative with other governmental entities. Managed and negotiated all service contracts for the town. Designed and executed work schedules, methods, practices, policies, and procedures to enhance efficiency of town operations. Collaborated with Sommelier to develop an esoteric wine list; awarded by Wine Enthusiast.

- Administered a \$1.4M historic train depot rehabilitation project funded through USDA Rural Development.
- Facilitated power purchase agreement negotiations with Duke Energy for solar energy production.

- Obtained a \$775K grant for community development block grant-infrastructure waterline rehabilitation.
- Created economic development incentive packages for business and housing sectors that focus on tax credits, reduced utility rates, and grant funding.
- Obtained \$3M in state grant funding for a wastewater treatment plant upgrade to increase sewer capacity and negotiated an intergovernmental agreement with Nash County to facilitate expansion of current wastewater treatment capacity.
- Administered \$6M wastewater collection systems upgrade through a combination of state and federal grant and loan funding through a multiphase process.
- Facilitated a \$120K park project with \$60K in NC parks and recreation trust fund grant funding to purchase additional playground equipment and expand recreational opportunities.
- Received \$75K in sidewalk grant funding through rural business economic development fund and North Carolina department of commerce to increase connectivity between local businesses and residential neighborhoods.
- Increased property tax revenue by 28% through solar facility development and facilitation of annexation within the Town, resulting in \$75M in capital investment.
- Worked with the NC Department of Commerce to develop a Strategic Economic Development Plan to focus on community development, business growth/retention, and the revitalization of downtown.

EARLY CAREER: **Town Manager** at Town of LA Crosse – LA Crosse, VA | **Assistant to Public Works Director & City Engineer** at City of Greenville – Greenville, NC

EDUCATION CERTIFICATIONS, & PROFESSIONAL DEVELOPMENT

Master of Public Administration | East Carolina University – Greenville, NC

Concentrations: State and Local Government with an emphasis on Financial Management and Budgeting

Master of Science, Geography/ Planning | East Carolina University – Greenville, NC

Concentrations: Planning and Development with an emphasis on rural economic development, urban Planning, and Land Use.

Bachelor of Science, Political Science | East Carolina University – Greenville, NC

Majored in Political Science with a Minor in Business Administration

PROFESSIONAL DEVELOPMENT

Gettysburg Leadership Institute | International City Management Association, 2017

Graduate Certificate in Economic Development | East Carolina University, Greenville, NC, 2016

ICMA Certified Manager | International City Management Association, 2016

Williamsburg Leadership Institute | International City Management Association, 2015

NC Rural Economic Development Institute | North Carolina Rural Center, 2015

Public Executive Leadership Academy | University of North Carolina School of Government, 2013

Municipal and County Administration | University of North Carolina School of Government

Certificate in Human Resource Management, Duke University

COMMUNITY LEADERSHIP

Elm City Rotary Club, Member, 2010 – Present & President, 2016 – 2017 | Elm City Optimist Club, Founding Member, 2014 – Present, Vice President, 2014 – 2015, & Treasurer, 2015 – 2016 | Board Vice Chairman, 2017 – Present | Nash Edgecombe Economic Development Inc., Board Member, 2012 – Present | North Carolina City and County Managers Association, Professional Development Committee 2014 – 2017 | Barton College Institutional Review Board, 2011 – 2015